



DIVISION OF DEVELOPMENTAL DISABILITIES (DDD)

**보호플랜 실행통지서**

**NOTIFICATION OF PLAN OF CARE IMPLEMENTATION**

날짜: \_\_\_\_\_

수신: \_\_\_\_\_

접는 곳 : 창봉투

\_\_\_\_\_ 귀하

동봉서류는 \_\_\_\_\_를(을) 위해 작성된 POC(Waiver Plan of Care - 웨이버 보호플랜)입니다. 동봉해 드린 POC(Waiver Plan of Care - 웨이버 보호플랜)에 서명날인하여 승인해 주실 것을 부탁드립니다.

서명란에 서명하신 후 그 서명 용지를 제공해 드린 봉투(주소기재)에 넣어 본 통지서 날짜로부터 30일 이내에 보내주시기 바랍니다.

POC(Waiver Plan of Care - 웨이버 보호플랜)에 관해 질문이나 문제가 있으시면 아래 번호로 전화나 이메일을 해 주십시오.

본 통지서 날짜로부터 30일 이내까지 아무런 회신이 없으면 WAC 388-845-3020 "What happens if I do not sign my plan of care(보호플랜에 서명하지 않을 경우 어떻게 되는가)?"에 있는 대로 승낙하고 실행하기를 원하는 것으로 간주할 것입니다.

POC(Waiver Plan of Care - 웨이버 보호플랜)에 동의하지 않을 경우 POC에 귀하의 항소 권리가 나와 있습니다. 본 통지서 날짜로부터 28일 이내에 항소를 하시면 심의회에서 최종 판결이 날 때까지 본 POC는 실시되지 않고 이 전의 POC에 근거한 서비스가 계속 제공될 것입니다.

감사합니다.

\_\_\_\_\_ 케이스 매니저 이름

\_\_\_\_\_ 전화번호 (지역번호포함)

\_\_\_\_\_ 이메일 주소

사본: 수혜자 파일에 POC 첨부

## **INSTRUCTIONS**

### **What is the legal authority for this action?**

The legal authority for this action is WAC 388-845-3020: What happens if I do not sign my plan of care? If DDD is unable to obtain the necessary signature on the plan of care from you or your legal representative, DDD will take one or more of the following actions:

- (1) DDD will continue providing services as identified in your prior POC for up to thirty days after completion of your new POC.
- (2) DDD will attempt to contact you or your legal representative by phone or mail.
- (3) After thirty days, if DDD has not heard from you or your legal representative, DDD will assume consent and implement the new POC with or without your signature or the signature of your legal representative.
- (4) You will be provided written notification and appeal rights to this action to implement the new POC.
- (5) Your appeal rights are in WAC 388-825-0120 through 388-825-0165.

### **When would I use this notification?**

This notification is necessary when the legal representative is required to sign the POC but has not responded with either agreement or disagreement to the POC.

### **What is the case manager expectation for attempted communication with this person?**

This notice is sent only after other reasonable but unsuccessful attempts to communicate with the person before and during the POC process.

- Use available methods such as the telephone book to get a current telephone number.
- Attempt to call the person before sending this notice to explain the intent of the notification and implementation.
- Document all of these attempts and contacts in the SER.

### **Is the notice sent with the POC?**

Yes, The POC includes the appeal rights. Also include an addressed return envelope.

### **Is the notice to be sent by certified mail?**

Send the notification and POC by both certified and standard delivery to ensure delivery.

### **What if the person makes an oral request to appeal the POC?**

If the person makes an oral request to appeal the POC, the case manager will complete the request for appeal from the POC and refer the request onto the Office of Administrative Hearings.

### **How do I proceed if an appeal to the POC is filed?**

The filing of an appeal stops the implementation of the new POC. Services continue per the previous POC until the final decision is issued in the appeal.